

**BOARD FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS**

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www.dca.ca.gov/pels**RENEWAL CYCLE AND FEE CHANGES**

Effective July 1, 2003, Board Rule 407 was amended to change the renewal cycle to two (2) years. This means that all licenses that expire on or after July 1, 2003, will be renewed for a 2-year period. [If your license expired on or before June 30, 2003, it would still be under the old 4-year renewal cycle until the next expiration date.]

Board Rule 407 was also amended, effective July 1, 2003, and September 20, 2005, to change the renewal fees. The delinquency penalty fee that must be paid to renew a professional engineer license after the 60-day grace period or a professional land surveyor license after the 30-day grace period will remain at 50% of the renewal fee in effect at the time the license expires. The table below shows the renewal and delinquency fees in effect for each expiration date.

Expiration Date(s)	Renewal Fee	Delinquency Fee
June 30, 2003, and before	\$160.00	\$80.00
September 30, 2003, through June 30, 2005	\$150.00	\$75.00
September 30, 2005	\$100.00	\$50.00
December 31, 2005, and after	\$125.00	\$62.50

Due to administrative processing issues, the Board is not able to accept renewal payments prior to 90 days before the expiration date. If you submit your renewal payment more than 90 days before your license is scheduled to expire, the payment will be returned to you. At this time, the Board cannot accept electronic fund transfers or credit cards for renewal payments. Payment must be made by check or money order sent to the address contained on your renewal notice.

Renewal information for military service personnel is contained on Page 2.

RENEWAL INFORMATION FOR MILITARY SERVICE PERSONNEL

The Business and Professions Code (specifically, Sections 114, 114.5, and 115) provides special consideration for military service personnel whose licenses expire while they are serving in any branch of the armed services of the United States during a period of “war” (as specifically defined – see below). If you are serving in the U.S. military, and your license expires during your service, then you will be allowed to renew your expired license by paying only the current renewal fee, without any further examination or penalty/delinquency fee, as long as the following conditions are met:

1. Your license was valid at the time you entered the armed services or your license was issued while you were in the armed services.
2. Your application for renewal or reinstatement of your expired license is made either while you are still serving in the military or not later than one year from the date of discharge from active service or return to inactive military status.
3. You provide an affidavit showing the date of entrance into the service, whether still in the service, or the date of discharge, along with the renewal fee in effect at the time of the application for renewal or reinstatement.

“War,” as used in these provisions of the law, is defined as follows:

- a. Whenever Congress has declared war and peace has not formally been restored.
- b. Whenever the United States is engaged in active military operations against any foreign power, whether or not war has formally been declared.
- c. Whenever the United States is assisting the United Nations, in actions involving the use of armed force, to restore international peace and security.